



City of Coral Gables
CITY COMMISSION MEETING
August 26, 2014

ITEM TITLE:

A Resolution accepting the recommendation of the Chief Procurement Officer to award the Enterprise Level Network Imaging Solutions contract to Acordis International Corporation., pursuant to Request for Proposal (RFP) 2014.05.15, and Section 2-828 of the Procurement Code entitled "Contract Award".

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

On May 15, 2014, the Procurement Division of Finance formally advertised, issued, and distributed the Enterprise Level Network Imaging Solutions RFP 2014.05.15.

On May 21, 2014, a non-mandatory pre-proposal conference was held with seven (7) prospective proposers in attendance of the seventeen (17) proposers who obtained the RFP package from the Procurement Division.

On June 24, 2014, four (4) proposals were received in response to RFP 2014.05.15 from Konica Minolta, Ricoh USA, Toshiba Business Solutions and Acordis International Corporation.

On July 10, 2014, the Evaluation Committee convened to evaluate the four (4) responsive proposals and agreed to invite the four firms submitting proposals to conduct presentations to the Evaluation Committee. On July 17, 2014, after the presentations, the Committee scored and ranked each one and determined that Acordis International Corporation was the most responsive and responsible proposer. Acordis International Corporation, is an independent information technology company presenting Xerox Multifunctional Devices and offering full solutions and services. While the other three (3) proposers were responsive, the Evaluation Committee deemed that Acordis offered the most comprehensive and customer service driven solution to the City.

The City's goal for this project was to find cost savings with a full solution product line-up and service provider through one company. The plan is to replace the existing fleet of networked printers, wide-format plotters and locally installed multifunctional units utilizing a four (4) year lease agreement with the possibility of a buyout option at the City's discretion. New solutions to be implemented under this contract include a paperless fax solution, desktop scanners and first responder printers for mobile end users (police) to be allocated as existing equipment retires. In addition, proven green initiatives are to be implemented to improve sustainability citywide.

The cost of this proposed four (4) year contract is estimated to be \$358,320, with that amount potentially changing based on final needs assessment of equipment and solutions conducted with user departments. Nevertheless, this proposed contract compares favorably with our current Canon contract with monthly charges of \$9,960.77 versus monthly charges under the proposed contract for similar equipment in the amount of \$7,465.00. The annual amount of the contract shall not exceed the annual budget amount of \$160,446 for multifunctional copiers.

FINANCIAL INFORMATION: (If Applicable)

No.	Amount	Account No.	Source of Funds
1.	Not to Exceed \$160,446	Citywide	Various Funds
Total:	Not to Exceed \$160,446	APPROVED BY:	

APPROVED BY:

Department Director	City Attorney	City Manager

ATTACHMENT(S):

1. Draft Resolution

2. Evaluation

3. RFP Response